



## A Message Regarding Volunteers

Dear Volunteer,

Thank you for your interest in becoming a volunteer with Ocean View School District. We encourage parents and community members to get involved with their schools. Your participation enhances the instructional program and motivates and encourages students. In an effort to strengthen campus safety at all of our schools, we are using the **RAPTOR** Visitor/Volunteer Management System.

### 1. How do I become a volunteer?

- Read the *Volunteer Handbook* located on the District webpage at [www.ovsd.org/volunteer](http://www.ovsd.org/volunteer)
- Fill out an online volunteer application located on the District webpage at [www.ovsd.org/volunteer](http://www.ovsd.org/volunteer)
  - i. Select Tier 1 Volunteer if you're interested in:
    1. Volunteering more than 5 hours a week
    2. Attending field trips and/or overnight school-sponsored trips
  - ii. Select Tier 2 Volunteer if you're interested in:
    1. Volunteering less than 5 hours a week
  - iii. Both Tiers require a current Tuberculosis Risk Assessment/examination. Tier 1 Volunteer requires fingerprint clearance through the District.
- RAPTOR will email the volunteer once their application has been approved.
- The school site will reach out to the volunteer for volunteering opportunities.

### 2. Do I need to do anything if I am a current approved volunteer?

- No, no action is needed. The RAPTOR system will automatically email you 60/30 days before your Tuberculosis test or application expires.

### 3. Do I need to do anything if I am a current volunteer and my child has moved school sites or was promoted to middle school?

- Yes, contact your new school office manager. The manager will notify the District Volunteer Coordinator, who will add the new school to your volunteer profile.

### 4. I need to provide/renew my Tuberculosis Risk Assessment/Examination. Does the District provide any screenings for volunteers?

- Yes, the District holds two Tuberculosis Risk Assessment clinics for volunteers free of charge. If the volunteer requires a Tuberculosis skin test, they must get clearance from their own health care professional. There are no make-up dates for the Risk Assessment clinics. The dates are:
  - i. **Wednesday, March 16<sup>th</sup>, 2022**, 1:00PM – 3:00PM, located in the Educational Services Conference Room, Bldg. C, District Office. A sign will be posted outside the building.
  - ii. **Thursday, March 17<sup>th</sup>, 2022**, 12:30PM – 2:30PM, located in the Educational Services Conference Room, Bldg. C, District Office. A sign will be posted outside the building.

For more information, please see the District Volunteer webpage: [www.ovsd.org/volunteer](http://www.ovsd.org/volunteer). If you have any questions, please contact your school office manager or the District Volunteer Coordinator, Blake Barton, HR Analyst, at [bwbarton@ovsd.org](mailto:bwbarton@ovsd.org) or (714) 847-2551 ext. 1405.